

Thunderhead Episcopal Center Program Director



Thunderhead Episcopal Center (TEC) is located in the beautiful Black Hills of South Dakota. As the primary camping ministry in the Diocese of South Dakota - since its founding in 1965 - TEC's principle focus is that "in camping we come closer to nature, and thereby discover the mighty works of God." TEC provides everyone the opportunity to "live in Christian Community, and helps them discover for themselves who they are - in relationship to God and each other." Built on the foundation of daily prayer, community, inclusion, and enjoying the natural beauty of Creation, TEC strives to work toward loving one another while engaging hearts and minds to see God at work in our everyday world.

Position Summary: The Program Director is responsible for assisting with the development, coordination, management, and implementation of Thunderhead Episcopal Center's summer camp program which is the flagship formation ministry of the Diocese of South Dakota. The Program Director is responsible for the safety of all camp staff and should enjoy leading large groups of campers through programming, and be equipped to aid counselors in carrying out their duties. This person should be a good communicator and a good listener. The Program Director should be creative, energetic, and able to juggle multiple tasks at once while making camper safety and experience a priority. The Program Director should be able to articulate a mature Christian faith consistent with the doctrine, worship, and discipline of The Episcopal Church.

Reports To: Canon for Formation

Receives Reports From: Camp Staff (including counselors, cook, chaplains, camp nurse) and Parents

Specific Responsibilities:

- Be present during program periods (and other periods as required) to provide direct support
- Implements summer program together with other camp staff
- Creates and implements new program activities (as needed)
- Ensures programming set-up/break-down is done in a timely fashion
- Assists with weekly check-in and check-out policies
- Keeps stock on program supplies (arts, crafts, etc.) and orders more as necessary
- Takes the lead on planning and implementing evening camp activities
- Participates in daily camp worship
 - officiating, preaching, and other assistance according to the order of ministry (lay, deacon, priest)
- Orients and liaises with weekly Visiting Chaplain(s)
- Orients and liaises with weekly Camp Grandparents (as needed)
- Assists with social media—capturing photos and videos of camp life and posting them to social media platforms

Supervises Counselors

- Assigns counselors to cabins based on registration numbers
- Coordinates with counselors to ensure they take daily personal time/rest periods and provides coverage for counselors during that time
- Liaises with counselors and be willing to advocate for them as needed
- Assists counselors in cleaning cabins and other shared spaces
- Ensures counselors follow the Staff Covenant and all other rules/directives of camp

Assists Canon for Formation

- Assists with staff training and assessment
- Liaises on-site with Cook and other camp staff
- Supports counselors in formation (daily check-ins and devotions)

General Duties

- Able to drive diocesan vehicles (as needed and subject to a background check)
- Leads camp activities as needed, including sports, arts/crafts, games, devotions, etc
- Helps set up meals (as needed) and monitor campers during mealtimes in collaboration with counselors
- Supports and contributes to a safe, clean environment for all guests and staff
- Exhibits behaviors of a positive role model to campers and staff in attitude, behavior, and exercise of leadership
- Actively recruits, trains, and retains seasonal summer camp staff
- Designs, develops, manages, delivers, and evaluates camp program that meets the developmental needs of campers and fulfills the mission of TEC
- Maintains clear and positive verbal and written communication with other staff.
- Participates enthusiastically; be a team player and supportive member of the community.
- Plans and organizes the summer program
- Coordinates camper registration and Diocesan transportation
- Creates brochures, flyers, and newsletters
- Maintains social media accounts and internet presence
- Creates marketing displays
- Promotes the camp programs at churches, conventions, etc., when possible
- Coordinates a network of parish contacts for promotion and fundraising
- Completes other duties as assigned by Canon for Formation

Job Qualifications/Requirements:

- Holds a bachelor's degree or relevant experience in the camping industry
- At least 21 years old
- Willing to take 5 hours of Safe Church training mandated by The Episcopal Church
- Willing to obtain First Aid/CPR/AED certification
- Successful completion of all necessary background checks required by The Episcopal Church
- Willing to be present at TEC for the entire camp season except during designated days off

and vacation periods. **On-site at TEC from May 25th - August 5th, 2024.**

- Able to work evenings, weekends, and holidays as needed.
- Has worked at least 2 prior seasons of administrative or supervisory experience in an organized camp. (ACA - ST.5.1)
- Has experience leading programs for people of all ages - in small or large group settings
- Has experience supervising and managing staff/ability to provide guidance and coaching
- Has excellent oral and written communication skills
- Has excellent customer service skills - able to work under stress and in high-demand situations
- Maintains a positive attitude in complex situations after working long hours
- Articulates an understanding of confidentiality
- Adjusts quickly to changes with an open mind and flexibility
- Recognizes and responds to emergencies in a safe manner
- Passionate about camping, the outdoors, and the environment
- Passionate about youth
- Familiarity with and/or openness towards the Episcopal faith tradition
- Willing to obtain other training/certifications as needed

Compensation and Time Off:

The Program Director will receive salary and benefits that are negotiable. The Program Director will receive one 24-hour period off per week. The Program Director will also receive dedicated, private lodging and meals. If this position is offered in conjunction with a college/seminary internship, the Program Director will have bi-weekly (at least) supervision sessions with the Canon for Formation to assess learning/ministerial goals pertinent to the internships. Clergy from outside of the Diocese of South Dakota will be expected to furnish a letter of good standing from their Canon to the Ordinary and will receive permission to officiate (PTO) in the Diocese of South Dakota during their time at camp.

2024 Summer Camp Season

2024 TEC SEASON

JUNE 9-14	ENVIRONMENTAL CAMP (RISING 7TH GRADE & UP)
JUNE 16-21	UPPER MIDDLE SCHOOL CAMP (RISING 7TH & 8TH GRADE)
JUNE 23-27	ELEMENTARY CAMP (RISING 3RD & 4TH GRADE)
JUNE 27-29	TEC FRIENDS & FAMILY CAMP (ALL AGES WELCOME!)
JULY 7-12	HIGH SCHOOL CAMP (RISING 9TH THRU C/O 2024)
JULY 14-19	ART/MUSIC CAMP (RISING 5TH GRADE AND UP)
JULY 21-26	CONFIRMATION/ACOLYTE CAMP (BAPTIZED 6TH GRADE & UP/10 YRS OLD & UP)
JULY 28- AUG 1	LOWER MIDDLE SCHOOL CAMP (RISING 5TH & 6TH GRADE)

All camps begin at 4pm and end at 11am. Please do not arrive before 3pm.

20% Early Bird Discount Rate - Jan. to March 2024



Register by scanning the QR Code or using
<https://forms.gle/LbwkRNYC7mWUDX8h8>



Arrival and Departure:

The Program Director would be expected to arrive at camp in advance of the Work Weekend and would be welcome to leave anytime after August 5th. Arrival and departure dates are negotiable in advance.

TO APPLY:

Send a cover letter, references (3), and résumé to thunderhead@epsicoaplchurchsd.org or

Click the Google Form Application: <https://forms.gle/PpqxPXs8DxdGA7o69> or

Scan the QR code:



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